INSTRUCTIONS TO PARENTS

1. Parents are not to take children out of school for interviews or test pictures—unless the studio furnishes a tutor for the child on the day he is out. Permits and renewals must be secured after schools hours, on Saturday mornings, and during vacation periods. No child is to be excused from school for the purpose of securing motion picture permits or renewals.

2. Parents are to secure the application card from casting offices properly filled in and signed. Then take card to the child's school for the school record, after which the parent and child must come with the card to 328 Chamber of Commerce Building where permits are issued.

3. Permits are to be renewed every three months. All permits expire September 10th.

4. Parents are to instruct the child to report to the teacher or welfare worker immediately upon reaching the studio lot where employed.

5. Since it is impossible for teachers to carry enough school books for all grades, children's parents are requested to require the child to bring from school the books necessary for the continuance of school work. It is suggested that the child ask the studio teacher for special help in that subject or lesson in which he or she is having difficulty in school.

6. All children under eighteen years of age must be supervised while on studio lots or on location. During public school days this supervisor is a teacher whose duty it is to tutor children of school age at least three hours each day unless the child has graduated from a four year high school. At all other times, including week-ends and vacations, the supervisor is known as a welfare worker whose duty it is to safeguard the child.

7. The number of hours any child may work in motion pictures varies according to the age of the child. See the following table:

Ages	School or Recreation	At Work	Total On Set
Less than 2 Years	2 Hours	2 Hours	4 Hours
2 to 5 Years	3 Hours	3 Hours	6 Hours—Note: Where nursery is provided—otherwise same as 2 years of age.
Over 6 Years	4 Hours	4 Hours	8 Hours—Note: Recreation, 1 hour; school, 3 hours.

8. Parents who disobey labor laws regulating the working of minors in motion pictures are subject to fine of from fifty (50) to two hundred (200) dollars or imprisonment for 60 days, or both fine and imprisonment for each offense. Cancellation of work permits or a refusal to renew permits may follow any spirit of non-cooperation on the part of parent or child in the carrying out of any rule or regulation.

Date Employed	From								
	To								
Employed by									
Name or Number of Picture									
Tutor or Welfare Supervisor									